

**BY ORDER OF THE  
SECRETARY OF THE AIR FORCE**

**AIR FORCE INSTRUCTION 25-202**

**27 JULY 2017**

**Logistics Staff**



**SUPPORT OF THE HEADQUARTERS  
OF UNIFIED COMBATANT  
COMMANDS AND SUBORDINATE  
UNIFIED COMBATANT COMMANDS**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

---

**ACCESSIBILITY:** Publications and forms are available on the e-Publishing website at [www.e-Publishing.af.mil](http://www.e-Publishing.af.mil) for downloading or ordering.

**RELEASABILITY:** There are no releasability restrictions on this publication.

---

OPR: AF/A8PE

Certified by: AF/A8P  
(Maj Gen Stephen Clark)

Supersedes: AFI 25-202, 26 June 2012

Pages: 7

---

This instruction implements Air Force Policy Directive (AFPD) 25-2, *Support Agreements*, and Department of Defense (DoD) Directive 5100.03, *Support of the Headquarters of Combatant and Subordinate Unified Commands*. It provides guidance for Air Force (AF) support of the Headquarters of Unified Combatant Commands and Subordinate Unified Combatant Commands. It identifies the unified combatant commands and subordinate unified combatant commands that are supported by the Air Force. This Instruction applies to United States Air Force, to include Air Force Reserve (AFR), and Air National Guard (ANG) activities that provide combatant command (CCMD) headquarters support. Ensure that all records created as a result of processes prescribed in this publication are maintained IAW Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of IAW the Air Force Records Disposition Schedule (RDS) in the Air Force Records Information Management System (AFRIMS). Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*; route AF Form 847 from the field through the appropriate functional chain of command. The authorities to waive wing/unit level requirements in this publication are identified with a Tier ("T-0, T-1, T-2, T-3") number following the compliance statement. See AFI 33-360, *Publications and Forms Management*, Table 1.1, for a description of the authorities associated with the Tier numbers. Submit requests for waivers through the chain of command to the appropriate Tier waiver approval authority, or alternately, to the publication OPR for non-tiered compliance items. This publication may be supplemented at any level, but all direct

Supplements have to be routed to the OPR of this publication for coordination prior to certification and approval.

## ***SUMMARY OF CHANGES***

This document has been substantially revised and must be completely reviewed. Major changes

include (1) adding a table that lists host installations, (2) updating office symbols, (3) adding Air Force Installations & Mission Support Center (AFIMSC) responsibilities for installation support management, (4) updating published dates of references, (5) incorporating approved recommendations from the SAF/AA Compliance Statement Review action and (6) including administrative changes.

### **1. Program Overview.**

1.1. **Statutory Authority:** 10 USC § 165, *Combatant Commands: Administration and Support*

1.2. **Objective:** Identify the processes and responsibilities required for AF personnel to provide required support to the headquarters of unified combatant commands and subordinate unified combatant commands for whom the Air Force has been designated as the Service Combatant Command Support Agent (CCSA).

### **2. Process for Support of the Headquarters of Unified and Subordinate Unified Combatant Commands.**

2.1. The AF's administrative and logistical support of the headquarters of the CCMDs, the U.S. Element of the North American Aerospace Defense Command (USELEMNORAD), and the subordinate CCMDs are through inter-service support agreements and funding for operation and administration of the CCMD headquarters staff.

2.2. The Inter-service support agreements conforming to AFI 25-201, *Intra-Service, Intra-Agency, and Inter-Agency Support Agreement Procedures*, are between the AF installations hosting the headquarters facilities and tenant CCMD. HQ US Cyber Command support is unique in that the headquarters is not located on an Air Force installation. Table 1 lists headquarters of unified combatant commands and subordinate unified combatant commands for whom the Air Force has been designated as the Service CCSA and the host installations. Common-use facility construction, operations, maintenance and repair are the responsibility of the CCSA and are "customarily non-reimbursable."

**Table 1. AF CCSA Commands and Host Installations.**

<u>Tenant Command</u>	<u>Host Installation</u>
HQ US Central Command	MacDill AFB
HQ Special Operations Command Central	MacDill AFB
HQ U.S. Element, North American Aerospace Defense Command	Peterson AFB
HQ US Northern Command	Peterson AFB
HQ US Special Operations Command	MacDill AFB
HQ US Strategic Command	Offutt AFB

HQ US Cyber Command	Fort George C. Meade (USA) <sup>1</sup>
HQ US Transportation Command	Scott AFB

<sup>1</sup> Inter-service support from the AF has been provided through the Air Force District of Washington and the 11th Wing at Joint Base Andrews.

2.3. Operation and administration support of the CCMD headquarters will be funded as follows:

2.3.1. If there are any CCMD headquarters support bills funded by the AF, they are identified in the Operating Budget Review Committee (AFI 65-601, Vol. 3, *The Air Force Budget Corporate Process*). All funds are distributed via the Automated Funds Management System.

2.3.2. Each CCMD will annually submit its unfunded headquarters support requirements (funding and end strength) to its supporting MAJCOM listed in Table 2. The unfunded CCMD headquarters support requirements will be compiled, coordinated and submitted by the MAJCOM as part of its Program Objective Memorandum (POM) development.

2.3.3. The MAJCOM's POM will be submitted to the AF/A8P for deliberations by the Air Force Corporate Structure (AFCS).

2.3.4. CCMDs have access to their programmed financial data in the AF's database after the POM is finalized.

2.3.5. The CCMD may submit headquarters support requirements which the AFCS was unable to fund during POM deliberations to the Office of the Secretary of Defense (OSD) for adjudication as Program and Budget Review (PBR) issues nominations.

**Table 2. AF CCSA Support Responsibilities.**

<u>Command</u>	<u>Supporting MAJCOM</u>
HQ US Central Command	Air Combat Command
HQ Special Operations Command Central	Air Combat Command
HQ U.S. Element, North American Aerospace Defense Command	Air Combat Command
HQ US Northern Command	Air Combat Command
HQ US Special Operations Command	Air Force Special Operations Command
HQ US Strategic Command	Air Force Global Strike Command
HQ US Cyber Command	Air Force Space Command
HQ US Transportation Command	Air Mobility Command

### **3. Responsibilities.**

#### **3.1. Headquarters United States Air Force, Director of Programs (AF/A8P) will:**

3.1.1. Serve as AF focal point for support of headquarters of the unified CCMDs and subordinate unified CCMDs for which the AF has CCSA responsibility.

3.1.2. Provide annual POM programming instructions describing the process for support of the headquarters of the unified CCMDs and subordinate unified CCMDs.

3.1.3. Receive CCMD headquarters support requirements in MAJCOM POM submissions to inform AFCS deliberations.

3.1.4. Verify Air Force program conforms to AFD 65-1, *Management of Financial Services*.

**3.2. Headquarters United States Air Force, Director of Manpower, Organization and Resources (AF/A1M) will:**

3.2.1. Serve as focal point for AF military end strength support to the headquarters of the unified CCMD and subordinate unified CCMD.

3.2.2. Verify AF military end strength requirements for administrative and logistic support of the CCMD headquarters.

3.2.3. Accept end strength requirement options for the headquarters of unified CCMDs and subordinate unified CCMDs from the MAJCOMs.

3.2.4. Verify unfunded CCMD end strength requirements included in POM deliberations have been validated by the Joint Manpower Validation Board and are consistent with DoD end strength guidance.

**3.3. Headquarters United States Air Force, Director of Civil Engineers (AF/A4C) will:**

3.3.1. Provide guidance for developing Military Construction (MILCON) projects for submission to the Air Force MILCON Working Group through AFI 32-1021, *Planning and Programming Military Construction (MILCON) Projects*.

3.3.2. Advocate for projects approved through MILCON Working Group process to OSD and Congress.

**3.4. Secretary of the Air Force, Deputy Assistant Secretary for Budget (SAF/FMB) will:**

3.4.1. Provide a planning number to fund the operation and administration of the CCMD headquarters staff (including civilian pay, travel, supplies, and training) based on the President's Budget (PB) and projected congressional marks, allowing for redistribution of funding as appropriate.

3.4.2. Establish Air Force budget policies and procedures for preparing, justifying, and executing budgets. Provides guidance on organizational and appropriation funding responsibilities and appropriate/proper use of funds. Refer to AFI 65-601, Vol. 1, **Chapter 1**, Section 1.3, *Budget Guidance and Procedures*.

3.4.3. Provide an Operating Budget Authority (OBA) to the CCMDs. The CCMDs will subdivide the OBA to installations including the same content as the OBA received. Refer to AFI 65-601, Vol. 2, **Chapter 3**, Section 3.1, *Budget Management for Operations*.

**3.5. Major Command Commanders will:**

3.5.1. As assigned in Table 2, compile, coordinate and submit unfunded CCMD headquarters logistics and administrative support requirements to AF/A8P in accordance with annual POM Preparation Instructions (PPI).

**3.6. Commander, Air Force Materiel Command (AFMC). In addition to the duties listed in [paragraph 3.5](#), the AFMC Commander ensures the Commander, Air Force Installation & Mission Support Center (AFIMSC) will:**

3.6.1. Provide annual MILCON programming instruction describing the process and timeline for development and submission of MILCON projects that support the headquarters of the unified CCMDs and subordinate unified CCMDs for which the AF is CCSA.

3.6.2. Validate and prioritize CCMD's unfunded headquarters MILCON requirements, submitted through the hosting installations' MAJCOMs, as part of the MILCON Working Group and POM development processes.

3.6.3. Provide the Air Force MILCON Working Group priorities to the AFCS for inclusion in the Air Force POM.

JERRY D. HARRIS JR.  
Lieutenant General, USAF  
DCS, Strategic Plans, Programs, and Requirements

**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

10 USC § 165, *Combatant Commands: Administration and Support*

DoDD 5100.03, *Support of the Headquarters of Combatant and Subordinate Unified Commands*, 9 February 2011

AFPD 25-2, *Support Agreements*, 28 August 2014

AFI 25-201, *Intra-Service, Intra-Agency, and Inter-Agency Support Agreement Procedures*, 18 October 2013

AFI 32-1021, *Planning and Programming Military Construction (MILCON) Projects*, 25 February 2016

AFMAN 33-363, *Management of Records*, 1 March 2008

AFPD 65-1, *Management of Financial Services*, 1 July 1996

AFI 65-601V1, *Budget Guidance and Procedures*, 16 August 2012

AFI65-601V2, *Budget Management for Operations*, 18 May 2012

AFI 65-601V3, *The Air Force Budget Corporate Process*, 8 August 2011

***Adopted Forms***

AF Form 847, *Recommendation for Change of Publication*, 22 September 2009

***Abbreviations and Acronyms***

**AFI**— Air Force Instruction

**AFIMSC**— Air Force Installation & Mission Support Center

**AFPD**— Air Force Policy Directive

**AFCS**— Air Force Corporate Structure

**CCMD**— Combatant Command

**CCSA**— Combatant Command Support Agent

**MILCON**— Military Construction

**OBA**— Operating Budget Authority

**O&M**— Operation and Maintenance

**OSD**— Office of Secretary of Defense

**PBR**—Program/Budget Review

**POM**— Program Objective Memorandum

**PPI**— POM Preparation Instructions

**USELEMNORAD**— U.S. Element of the North American Aerospace Defense Command

*Terms*

**Administrative and Logistic Support**— Professional, technical, administrative, logistical, and/or base operating support (to include necessary infrastructure) that is performed in, or provided directly to, the headquarters of a Combatant Command, USELEMNORAD, or subordinate unified command to perform the headquarters assigned mission effectively, and as otherwise directed.

**Combatant Command (CCMD)**— A unified or specified command with a broad continuing mission under a single commander established and so designated by the President, through the Secretary of Defense and with the advice and assistance of the Chairman of the Joint Chiefs of Staff. Combatant commands have geographic or functional responsibilities.

**Combatant Command Support Agent (CCSA)**— The Secretary of a Military Department to whom the Secretary of Defense or the Deputy Secretary of Defense has assigned administrative and logistical support of the headquarters of a Combatant Command, USELEMNORAD, or subordinate unified command.

**Operating Budget Review Committee (OBRC)**— The OBRC assists the Air Force Board and Air Force Council in evaluating the program budgeting and execution of the operation and maintenance (O&M) appropriation.

**POM Preparation Instructions (PPI)** —The annual PPI provides the technical guidance required to ensure all POM submissions have the proper format and content to facilitate timely and efficient presentation to the AFCS.

**Subordinate Unified Command** —A command established by commanders of unified commands, when so authorized by the Secretary of Defense through the Chairman of the Joint Chiefs of Staff, to conduct operations on a continuing basis in accordance with the criteria set forth for unified commands.

**Support Agreement**— An intra-service, intra-agency, or inter-agency support agreement for a Supplier to provide support to a Receiver. It can take the form of a Defense Department (DD) Form 1144, Memorandum of Agreement, or Memorandum of Understanding. It is used to document recurring support in order to provide the unit commander with the capability to ensure resources are expended wisely and to help eliminate unnecessary resource duplication. It can also be used for single or non-recurring reimbursable support and non-reimbursable support.